



PRINCETON RESCUE SQUAD EDUCATION DEPARTMENT

701 Stafford Drive Princeton, WV 24740

POLICY: Employee Tuition Assistance

Effective Date: September 1, 2018

TITLE: Tuition Assistance—Employee

RATIONALE: To provide financial assistance for employees of Princeton Rescue Squad.

POLICY:

Initial Education Courses: Employees of Princeton Rescue Squad that are interested in attending initial education courses (**excluding the Paramedic Program**) are provided opportunities for tuition assistance in exchange for a contractual obligation of employment service. In summary, the employer agrees to provide the tuition for the specified initial education course based on the following conditions: the employee successfully passes the certification exam and maintains full time employment status for Princeton Rescue Squad at the new certification level for a period of 1 year. If the employee fails to complete these conditions, he/she will reimburse the employer for the full amount. Applications with detailed explanations for this type of tuition assistance is available in the Education Department.

Continuing Education and Professional Development Courses: Princeton Rescue Squad agrees to provide the continuing education and professional development courses free to all employees regardless of full or part time status.

RESPONSIBLE PERSONNEL:

Faculty, Director of Education, Staff